File No. 1-5(GB)Cir/2011

Date: ________________

To,
The Principal,
School/College of Nursing

Subject: Various regulations and policy decision of INC: Reg.

Sirs/Madam,

Indian Nursing Council has resolved various nursing educational policies / regulations to be followed by each School/ College of Nursing in order to ensure uniformity for nursing education of India under section 16 of INC Act 1947.

Therefore these policies /regulations / guidelines prevails over the regulations/ policies in the syllabi. For example the admission criteria has been enhanced for ANM, i.e., from 10th to 12th standard from 2012-2013 academic year and for General Nursing and Midwifery (GNM) the Admission criteria will be 10+2 with science with minimum 40% marks.

While implementing nursing programme these regulation may be implemented otherwise INC will not be able to recognize the institution/ course run by your School/College

From next year onwards the validity will be linked with the Website that is for the institution does not submit application form as desired their names will not be put on website.

Yours faithfully

Dr. Sandhya Gupta
SECRETARY
**Resolutions**

Indian Nursing Council has resolved the following resolutions which needs to be followed/implemented by all nursing educational institutions: -

1. **DNE&A programme need to be stopped immediately and the same to be upgraded to College of Nursing for P. B. B.Sc. (N).**

2. **Government order/Essentiality Certificate:**
   
a. Government Order/Essentiality Certificate is exempted for any nursing programme. If the programme is offered of the recognized nursing institution in the same premises i.e., in light of an additional nursing programme to the existing nursing institution which is recognized by INC. However Government Order is not exempted for the same programme under different name i.e., if name of the institution or address or trust is different.

b. Any super specialty Hospital can start M.Sc.(N) programme. However a Government order is necessary, if the institution does not have B.Sc. (N) programme.

c. GO is exempted to open M.Sc.(N) programme, for the organization which owns a super-specialty hospital and If the Institution is already offering B.Sc.(N) programme recognized by INC.

d. If the institution is recognized for B.Sc.(N) programme and if one batch has passed out after found suitable by INC, then the institution will be exempted from NOC/Essentiality certificate for M.Sc.(N) programme from the State Government.

e. Government order for enhancement of seats for the institute is exempted. The seats for the nursing institution can be given more than the Government order provided the institution is having physical, clinical and teaching facilities as per the INC norms.

f. Name of the institute should be different in each respective state. Nursing Institution/State Govt./State Nursing Council should ensure that each institution shall have unique name i.e. no two institutes shall have same name in the same town/city/district.
g. No institutions shall use nursing programme under paramedical/allied sciences.

3. Bharat Sevak Samaj certificate courses which are approved by the Ministry of Labour as the program is not recognized by INC.

4. All nursing educational institutions should integrate bio-medical waste rules recommended by Government of India component in day to day teaching programme.

5. Ministry of Labour, GOI has developed Modular employable skills under skills development initiative scheme. INC has resolved that the candidates trained under this programme will not be registered in State Nursing Council and hence will not be employed in the Hospitals.

6. The institution should admit candidate only by entrance examination for M.Sc. (N) & P. B. B.Sc. (N). Marks of the qualifying examination should not be considered.

7. INC has resolved that the candidates qualifying P. B. B.Sc.(N) from Madhya Pradesh Bhoj University through distance education is not eligible for M.Sc.(N) programme.

8. The candidates qualifying P. B. B.Sc.(N) from IGNOU through distance education is not eligible for M.Sc.(N) programme if the study centres are not recognized by INC.

9. No institute/university/SNRC will modify the syllabi which is prescribed by Indian Nursing Council. It has to be followed in totality.

10. A candidate of any nursing programme even though she has passed with 80% attendance in the practical, Principal should ensure the 100% attendance for practicals. Candidates mark sheet and degree certificate, course completion certificate to be withheld until requirements are met for such candidates.
11. a. Sanitary Supervisor Inspector post will be considered as external faculty in the ANM programme and wherever PHN posts is there the same to be abolished and to be replaced by nursing tutors.

b. ANM has to undergo GNM programme to be eligible for the diploma in Public health course and there is no post of Public Health Nursing tutors in the syllabus with ANM school.

c. The duration of the Auxiliary Nurse Midwifery (ANM) training programme from 18 months to 2 years (the revised syllabi will be placed on website before March 2012) i.e., syllabi will be applicable from 2012-2013.

d. A candidate who is working as tutor since 2004 and who is having qualification of diploma in nursing education and administration to be considered for the promotion to Vice Principal/Principal. INC also resolved that the existing faculty should be given the benefit for the promotion as per relaxed norms.

12. Guide and Student ratio in Post Graduate courses will be 1:5 for 2011-2012.

13. **INC has resolved that for P. B. B.Sc. (N) & M.Sc. (N) courses:**

   a. An affidavit from Students stating that they are attending the programme regularly and not working in any institution during their study period has to be submitted through an institute to the Council every year.

   b. An affidavit from the Institution that i) the programme offered by them are regular ii) the students are attending regularly the classes, iii) it is not a half day programme iv) the students are not working in any other institution during their study period has to be submitted to the Council every year.

   c. If Indian Nursing Council comes to know about the non attending classes of any institute, Indian Nursing Council without any notice will withdraw the affiliation of all nursing programmes offered by the institute and for next 3 years institute will not be eligible to apply for re-inspection for any Nursing Programme.
14. Integrated Masters in Nursing Sciences of 5 years duration is not approved by INC.

15. **Eligibility criteria for 2012-2013**

   a. Minimum eligibility criteria for ANM course shall be 12\textsuperscript{th} pass instead of 10\textsuperscript{th} pass training shall be of 2 years duration from 2012-13 academic year.

   b. Minimum eligibility criteria for GNM will be 12\textsuperscript{th} with 40\% in Science subjects only from 2012-2013 academic year.

   c. Minimum eligibility criteria for Post Basic Diploma (Nurse specialty) courses will be GNM pass only.

   d. DAY SCHOLARS ARE NOT ALLOWED FOR ANY NURSING PROGRAMME. Only one or two students on the discretion of Principal will be allowed.

   e. Married candidates are eligible for admission for any Nursing programme.

16. Tax return certificate of the teaching faculty along with RN&RM number to be submitted with the renewal/validity application form. Indian Nursing Council will not accept the teaching faculty in position if the faculty is paid salary by cash from 2012-2013.

17. SNRC shall initiate process for cancellation of the license of the nursing teachers who are included in malpractice.

18. The duplication of the faculty if found license of the registration shall be suspended for some time on unethical practice.

19. **Anti Ragging resolution:**

   a. Hon’ble Supreme court of India order for implementation of Anti Ragging recommendations of the Lyngdoh Committee-02/04/2008.


   c. To have declaration letter from the students that if found guilty of ragging they will be suspended.

   d. The details of Anti ragging committee to be made available in the prospectus itself.
e. During the orientation of new students telephone numbers and mobile numbers of the committee members to be provided.

f. Warden and Nursing Faculty should also be deputed for Regular inspection during night in the hostel for first two months.

20. **Relaxation of norms for teaching staff till 2012 academic year.**

### M.Sc. (N)

If parent hospital is super-speciality hospital like cardio-thoracic hospital/cancer M.Sc. (N) programme can be started with annual intake of 10 M.Sc. (N) in cardio thoracic/cancer. The nursing faculty recruited should be as given below:

- Professor-Cum-Coordinator 1
- Reader/ Associate Professor 2
- Lecturer 1

**The above faculty shall perform dual role.**

**Annual Intake of 60 students for B.Sc. (N) and 25 students for M.Sc. (N) programme**

<table>
<thead>
<tr>
<th>Nursing faculty</th>
<th>No. of nursing teaching faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>B.Sc. (N)</td>
</tr>
<tr>
<td>Professor-cum-Principal</td>
<td>1</td>
</tr>
<tr>
<td>Professor-cum-Vice Principal</td>
<td>1</td>
</tr>
<tr>
<td>Reader / Associate Professor</td>
<td>1</td>
</tr>
<tr>
<td>Lecturer</td>
<td>2</td>
</tr>
<tr>
<td>Tutor / Clinical Instructor</td>
<td>19</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>24</strong></td>
</tr>
</tbody>
</table>

One in each specialty and all the M.Sc.(N) qualified teaching faculty will participate in both programmes.
**Teacher Student Ratio = 1 : 10**

**GNM** and **B.Sc. (N)** with 60 annual intake in each programme

<table>
<thead>
<tr>
<th>Nursing faculty</th>
<th>No. of nursing teaching faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Professor –cum- Principal</strong></td>
<td>1</td>
</tr>
<tr>
<td>Professor – cum- Vice Principal</td>
<td>1</td>
</tr>
<tr>
<td>Reader / Associate Professor</td>
<td>1</td>
</tr>
<tr>
<td>Lecturer</td>
<td>4</td>
</tr>
<tr>
<td>Tutor / Clinical Instructor</td>
<td>35</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>42</strong></td>
</tr>
</tbody>
</table>

**Basic B.Sc. Nursing**

<table>
<thead>
<tr>
<th>Admission Capacity</th>
<th>Annual Intake</th>
<th>40-60</th>
<th>61-100</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor-cum-Principal</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Professor-cum- Vice Principal</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Reader / Associate Professor</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Lecturer</td>
<td>2</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Tutor / Clinical Instructor</td>
<td>19</td>
<td>33</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>24</strong></td>
<td><strong>40</strong></td>
<td></td>
</tr>
</tbody>
</table>

Teacher Student Ratio = 1 : 10

(All nursing faculty including Principal and Vice-Principal)

**NOTE:**

(i) Two M.Sc. (N) qualified teaching faculty to start college of nursing, for proposed less than or equal to 60 students
(ii) 4 M.Sc.(N) qualified teaching faculty for proposed 61 to 100 students, and by 4th year they should have 5, 7 M.Sc.(N) qualified teaching faculty respectively. Preferably with one in each speciality i.e., Medical-Surgical Nursing Paediatrics Nursing, OBG Nursing, Community Health Nursing, and Psychiatry Nursing.

(iii) Age increased for Teaching Faculty up to 70 years.

(iv) At least 2 M.Sc. (N) faculty along with B.Sc. (N) qualified to be recruited for opening of B.Sc. (N) programme.

21. The clinical facilities break up in detail is placed below:

**CLINICAL FACILITIES**

School/College of nursing should have a **120-150** bedded Parent/Affiliated Hospital for 40 annual intake in each programme:

I. Distribution of beds in different areas
   1. Medical 30
   2. Surgical 30
   3. Obst. & Gynaecology 30
   4. Pediatrics 20
   5. Ortho 10

II. Bed Occupancy of the Hospital should be minimum 75%.

III. The size of the Hospital/Nursing Home for affiliation should not be less than 50 beds.

IV. Other Specialities/Facilities for clinical experience required are as follows:
   - Major OT
   - Minor OT
   - Dental
   - Eye/ENT
   - Burns and Plastic
   - Neonatology with Nursery
   - Communicable disease
   - Community Health Nursing
   - Cardiology
   - Oncology
   - Neurology/Neuro-surgery
   - Nephrology etc.
   - ICU/ICCU
V. Affiliation of psychiatric hospital should be of minimum 30-50 beds.

VI. The Nursing Staffing norms in the affiliated Hospital should be as per the INC norms.

VII. The affiliated Hospital should give student status to the candidates of the nursing programme.

VIII. Affiliated hospitals should be in the radius of 15-30kms.

IX. 1:3 student patient ratio to be maintained.

NOTE:

(i) If the institution is having both GNM and B.Sc.(N) programme, it would require 240 bedded parent/affiliated hospital for 40 annual intake in each programme to maintain 1:3 student patient ratio.

(ii) Institutions are permitted to start Nursing School or College with Affiliation to Private or Government Hospitals.

(iii) Maximum of 100 seats will be given to those institutes who are having parent hospitals with 300 beds without insisting Medical College.

22. **The Physical facilities break up in detail is placed below:**

**PHYSICAL FACILITIES**

**Building**

The College/School of Nursing should have a separate building/teaching block. The college/school of Nursing should be near to its parent hospital having space for expansion in an institutional area. For a College/School with an annual admission capacity of 60 students, the constructed area of the school/college should be **23720** square feet.

Hostel accommodation for students and staff should be available in addition to the above mentioned built up area of the Nursing
College/School respectively. The details of the constructed area is given below for admission capacity of 60 students:

**Teaching Block**

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Teaching Block</th>
<th>Area (Figures in Sq feet)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Lecture Hall</td>
<td>4 @ 1080 = 4320</td>
</tr>
<tr>
<td>2.</td>
<td>(i) Nursing foundation lab</td>
<td>1500</td>
</tr>
<tr>
<td></td>
<td>(ii) CHN</td>
<td>900</td>
</tr>
<tr>
<td></td>
<td>(iii) Nutrition</td>
<td>900</td>
</tr>
<tr>
<td></td>
<td>(iv) OBG and Paediatrics lab</td>
<td>900</td>
</tr>
<tr>
<td>3.</td>
<td>Pre-clinical science lab</td>
<td>900</td>
</tr>
<tr>
<td>4.</td>
<td>Computer Lab</td>
<td>1500</td>
</tr>
<tr>
<td>5.</td>
<td>Multipurpose Hall</td>
<td>3000</td>
</tr>
<tr>
<td>6.</td>
<td>Common Room (Male &amp; Female)</td>
<td>1100</td>
</tr>
<tr>
<td>7.</td>
<td>Staff Room</td>
<td>1000</td>
</tr>
<tr>
<td>8.</td>
<td>Principal Room</td>
<td>300</td>
</tr>
<tr>
<td>9.</td>
<td>Vice Principal Room</td>
<td>200</td>
</tr>
<tr>
<td>10.</td>
<td>Library</td>
<td>2400</td>
</tr>
<tr>
<td>11.</td>
<td>A.V. Aids Room</td>
<td>600</td>
</tr>
<tr>
<td>12.</td>
<td>One room for each Head of Departments</td>
<td>800</td>
</tr>
<tr>
<td>13.</td>
<td>Faculty Room</td>
<td>2400</td>
</tr>
<tr>
<td>14.</td>
<td>Provisions for Toilets</td>
<td>1000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>23720 Sqr. Ft.</strong></td>
</tr>
</tbody>
</table>
### Hostel Block

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Hostel Block</th>
<th>Area (Figures in Sq feet)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Single Room</td>
<td>2400</td>
</tr>
<tr>
<td></td>
<td>Double Room</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Sanitary</td>
<td>One latrine &amp; One Bath room (for 5 students) - 500</td>
</tr>
<tr>
<td>3.</td>
<td>Visitor Room</td>
<td>500</td>
</tr>
<tr>
<td>4.</td>
<td>Reading Room</td>
<td>250</td>
</tr>
<tr>
<td>5.</td>
<td>Store</td>
<td>500</td>
</tr>
<tr>
<td>6.</td>
<td>Recreation Room</td>
<td>500</td>
</tr>
<tr>
<td>7.</td>
<td>Dining Hall</td>
<td>3000</td>
</tr>
<tr>
<td>8.</td>
<td>Kitchen &amp; Store</td>
<td>1500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>30750 Sqr. Ft.</strong></td>
</tr>
</tbody>
</table>

**Grand Total :** 23720 + 30750 = 54470 Sqr. Ft.

**NOTE:**

(i) School and College of nursing can share laboratories, if they are in same campus under same name and under same trust, that is the institution is one but offering different nursing programmes. However they should have equipments and articles proportionate to the strength of admission. The class rooms should be available as per the requirement stipulated by Indian Nursing Council for each programme.

(ii) Further, two same programmes by the same institute is not allowed in the same campus.

(iii) Institution which does not have their own building will be penalized as given below with effect from April 2012:

   a. Rs. 5 lakhs for B.Sc.(N) programme or If the institution has only P. B. B.Sc.(N)
   b. Rs. 3 lakhs for GNM programme
   c. Rs. 1 lakh for ANM programme.
Further this penalty will be for each year per programme and for next three years, failing which the institution shall be declared Unsuitable (Not recognized). The penalty will be considered with effect from 1st April 2012. The penalty will be considered for the institutions which are established before April 2010.

(iv) The nursing institution can have all the nursing programmes in the same building but with requisite programme wise infrastructure however labs can be shared.

(v) If the trust has some other educational programmes, the nursing programme shall be in separate block /floor with prescribed sq feet area.

(vi) Nursing programme may be in hospital premises with a condition that it shall be in separate block /floor with prescribed sq feet area.

(vii) Long lease by the govt. will be considered however rented building shall not be considered as their own building.

**EXAMINATION:**

23. Maximum of 5 grace marks for each subject is not permitted, and grace marks should not exceed 5 marks in total marks for one academic year in theory paper only.

24. An examiner for collegiate programme should be a lecturer or above in a college of nursing with M.Sc.(N) in concerned subject and minimum of 3 years of teaching experience.

25. An examiner for B.Sc.(N) programme shall be only M.Sc.(N) qualified faculty.

26. The number of attempts for examination has been waived off. However to appear for final year examination, the candidate shall have cleared all the previous examination.

27. No institution shall submit average internal marks of the total students more than 75% i.e. if 40 students are admitted in a course the average score of the 40 students shall not exceed 75% of total internal marks.
28. SNRC can identify the institution in consultation with board to undergo midwifery programme for the students who has not undergone the midwifery. The students should undergo six months training along with the students along with the 3rd year students of school of nursing, and should qualify in the examination of midwifery conducted by board/SNRC in both theory and practical as prescribed by INC. On qualifying the examination they can be registered as RM.

29. Proposal of enhancement of seats will be considered after one year after the inspection is conducted.

**Calendar of events for 2012-2013**

<table>
<thead>
<tr>
<th></th>
<th>Event Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1\textsuperscript{st} Oct 2011 to 31\textsuperscript{st} Jan 2012</td>
<td>Submission of New Proposals to INC with all the requisite documents.</td>
</tr>
<tr>
<td>2</td>
<td>29\textsuperscript{th} February 2012</td>
<td>With Rs. 15,000/- penalty fee (by post only)</td>
</tr>
<tr>
<td>3</td>
<td>30\textsuperscript{th} June 2012</td>
<td>Declaration of the results for collegiate programme.</td>
</tr>
<tr>
<td>4</td>
<td>15\textsuperscript{th} July 2012</td>
<td>Declaration of the results for school programme.</td>
</tr>
</tbody>
</table>

30. Forensic Nursing one year Post Basic Diploma programme has been developed.

31. Unethical practice of taking Service Bonds from students and forcefully retaining their Original Certificates should be stopped immediately. And also recommended that any such unethical practice of obtaining Service Bonds/forcibly retaining the original certificates of students comes to the notice of the Indian Nursing Council, and then in that event the Council would be forced to take a penal action against such erring nursing educational institution.

32. Institute shall submit the details of teaching faculty, number of admitted students, own building etc. which is available on [www.indiannursingcouncil.org](http://www.indiannursingcouncil.org).
Application for the Renewal/Validity
2012-2013

1. Name of the Institution: _______________________________________________________
2. Name of the Trust: ___________________________________________________________
3. Address: ___________________________________________________________________
   Phone No.: __________________ Fax No.: __________________
4. Fee/Institution Code: _______________________________________________________
   File No.____________________
5. Approval of requisite SNRC: Yes ☐ No ☐ (Document to be attached)
6. Number of all the Nursing Programme offered by institutions:____________________

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of the programme</th>
<th>School Code</th>
<th>File No.</th>
<th>Number of seats sanctioned by Indian Nursing Council</th>
<th>Number of students admitted</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2010-11</td>
</tr>
<tr>
<td>1.</td>
<td>ANM</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>2.</td>
<td>GNM</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>B.Sc. (N)</td>
<td></td>
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<tr>
<td>4.</td>
<td>P.B.B.Sc. (N)</td>
<td></td>
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<tr>
<td>5.</td>
<td>M.Sc. (N)</td>
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<tr>
<td>6.</td>
<td>Other Short Term Courses</td>
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<tr>
<td>7.</td>
<td>Distance Education</td>
<td></td>
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</tbody>
</table>

7. Physical Facilities for all the nursing programme:

   Whether the institution has its own building: Yes ☐ No ☐
   (Building Completion Certificate/Copy of Title Deed to be attached)

   Built-up area of Teaching Block: ______________________________

   Built-up area of Hostel Block: ______________________________

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Number of class rooms for all the Nursing Programme</th>
<th>Size of the class rooms</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
8. Teaching Faculty for all the Nursing Programmes:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of teaching faculty</th>
<th>Designation</th>
<th>Qualification</th>
<th>Name of the Instt./Uty.</th>
<th>Year of Passing</th>
<th>R.N. &amp; R.M. No.</th>
<th>Teaching Exp.</th>
<th>Date of Joining</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>

9. Clinical Facilities for all the Nursing Programmes:

<table>
<thead>
<tr>
<th>Name of the Parent Hospital</th>
<th>Number of beds</th>
<th>Bed occupancy</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of the Affiliated Hospital</th>
<th>Number of beds</th>
<th>Bed occupancy</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Distribution of beds:**

<table>
<thead>
<tr>
<th>Clinical Areas</th>
<th>No. of Beds</th>
<th>Bed Occupancy</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Parent</td>
<td>Affiliated</td>
</tr>
<tr>
<td>Medical</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Surgical &amp; Orthopedic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pediatrics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gyne. &amp; Obst.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Psychiatric</td>
<td></td>
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</tr>
<tr>
<td>Eye, ENT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coronary/ICCU/ICU</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nephrology</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Neurology</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emergency/Causality</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ICU Oncology</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
10. Laboratory Facilities for all the Nursing Programmes:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of the Laboratory</th>
<th>Size of the Laboratory</th>
<th>Equipments and Articles</th>
<th>Dummies and Dolls</th>
</tr>
</thead>
</table>

11. Library Facilities for all the Nursing Programmes:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Number of Nursing Books</th>
<th>Number of Nursing Journals Subscribed</th>
</tr>
</thead>
</table>

12. Admission Criteria for ANM ________________________________

    for GNM ________________________________

    for B.Sc. (N) ________________________________

    for P.B.B.Sc. (N) ________________________________

    for M.Sc. (N) ________________________________

    for Other Post ________________________________

Basic Diploma Programme

Note:

(1) Incomplete Application Form will be rejected.

(2) Relevant Documents to be submitted alongwith the Application Form. *(Data to be submitted as per the Application Form)*

(3) Original Affidavit duly notarized in Stamp Paper of the Application Form to be submitted by the Institution.
AFFIDAVIT

I_______________________________________S/o___________________________,R/o_________ 
_________________________ and at present the General 
Secretary/President/Correspondentof__________________________________Nursing 
School/College having its administrative office at __________________________do 
hereby solemnly affirm and state as under:

1. That I am General Secretary/ President/ Correspondent of 
____________Nursing School/College having its administrative office 
at_____________________________________________________.

2. That the_______________ Nursing School/College is managed by 
____________Society having its offices at 
_________________________and that I am holding the office of 
___________in the society.

3. That the deponent being the _________________of the Nursing 
School/College has preferred an application to Indian Nursing Council, Kotla 
Road, New Delhi for approval for continuation of Nursing programme namely 
______________ course in ____________ institution.

4. That in the application for renewal submitted to the Indian Nursing Council the 
deponent has declared that the Nursing School/ College has all the facilities 
submitted in the letter dated_______________.

P.T.O.
5. The deponent declares that the above stated information would be maintained at all times and that in case of any deviation from the above position the same would be immediately communicated to the Indian Nursing Council. The deponent further declares that in the event any of the above information is found to be incorrect or false or misleading at a later stage obtained either through a source information or surprise inspection by Indian Nursing Council, then in that case the permission/approval accorded would be liable to be withdrawn in terms of the provisions of Indian Nursing Council Act. 1947.

6. That the deponent hereby declares that the above information is true and correct as per official records and that no information has been suppressed herewith.

Deponent

I the above named deponent do hereby verify that the facts mentioned in the Affidavit are true and correct to the best of my Knowledge and belief and that I had not suppressed any material fact.

Verified on this _____ day of___________, 20____ at ________________.

Deponent
Indian Nursing Council
Teaching Faculty Management Module

Teaching Faculty Management system for Nursing School/collages to maintain the teaching faculty details. The system currently provide following features as part of the faculty module:

- Add Institute Detail and Generate Username and password
- Add a New Teaching Faculty
- Update Basic and additional qualification Details of an existing Faculty
- Update the Promotion details of an existing Faculty
- Search the Faculty Database

http://www.indiannursingcouncil.org

Help File
Step First
Getting Your Institute Registered

Click the “New Registration Button”

Provide Your Institutes FEECODE or School Code and Select the Your Institute’s State - This Step will check your institute’s validity in INC database. If Institute is Valid then module will move to next step
## Authenticate Institute Details

- **Fee Code**: 123456
- **School Code**: 0202000
- **Institute Name**: Kishore College of Nursing
- **Choose State**: Andhra Pradesh

## Username and Password

- **Username**: KCN123
- **Password**: (minimum of 6 characters)

## Institute Details

- **Trust/Society**: Kishore Trust of Nursing
- **Chairperson**: Kishore Kumar
- **Landline**: 011-12345678
- **Institute Email**: email@website.com

Please provide 100% VALID Email ID.
A verification link will be sent to your email. You have to click that link to activate your account.

Please provide 100% CORRECT Mobile number WITHOUT ZERO in the beginning.
A secret code will be SMS on your mobile which will be necessary for recovering the password.

---

### Choose Nursing Programs Which are Being offered by the Institution:

- **ANM** - Auxiliary Nurse Midwife
- **B.Sc** - B.Sc In Nursing
- **M.Sc** - M.Sc In Nursing
- **GNM** - General Nurse Midwife
- **P.B.B.Sc** - Post Basic Diploma In Nursing
- **M. Phil** - M. Phil

### Post Basic diploma Programmes:

- **DNE and A/PHN** - DNE and A/PHN
- **Cardio Nsg.** - Post Basic Diploma in Cardio Therapeutic Nursing
- **Paed. Nsg.** - Post Basic Diploma in Paediatric Nursing
- **Critical Care** - Post Basic Diploma in Critical Care
- **Oncology Nursing** - Post Basic Diploma in Oncology Nursing
- **Geriatric Nsg.** - Post Basic Diploma in Geriatric Nursing
- **Midwifery** - Nurse Practitioner in Midwifery
- **OR Nsg.** - Post Basic Diploma In Operation Room Nursing (OR-DONA)
- **Neuro Nsg.** - Post Basic Diploma in Neurology Nursing
- **Psy. Nsg.** - Post Basic Diploma in Psychiatric Nursing
- **Emergency and Disaster** - Post Basic Diploma in Emergency & Disaster
- **Ortho and Rehabilitation** - Post Basic Diploma in Ortho and Rehabilitation
- **Neonatal Nsg.** - Post Basic Diploma in Neonatal Nursing

---

Next Step
Fill The Form with correct Information

1. Choose Your User name and Password for application
2. Your Authentication detail will be displayed automatically
3. Give Necessary Details about institution.
4. Choose Nursing Programs which are taught by your institute.

And press “NEXT STEP” Button

- Choose Programs for your institute.
- Provide School Code and File number, Number of Students and Clinical Facilities for Each program
- And Press “Register Institute” Button
Registration Form Submitted Successfully!

Please keep your Secret code at safe place for further use.
Secret Code will also be sent on your registered mobile number.

User Name: KCN123 | Secret Code: 1151341242

Click Here to Login

Last page will show Your Chosen Username and Secret Code
Step Second
Login into Faculty Module

Click “Login” Button

Provide Your Username and Password.
One Time Activation Screen – Please Provide Activation Code which you receive at the time of Registration

Successful Login Screen!
Logged In Screen Options

Screen (A) - Home Screen

All The Institutes details will be displayed on the screen after successfully logged IN.

1. **Screen (A) Home Screen**
   where all details about institutes is displayed.

   (1) - Edit Details Button can be used to update the Institute details
   (2) - Add Program Button can be used to ADD new Programs into the Institute.
   (3) - Edit Button can be used to edit the School code and File number as per the Programs
   (4) - Delete button can be used to delete Nursing Program.
   Note: This will delete all the Faculty details under that Program from your institute.
2. **Screen (B) Teaching Faculty Screen**
   It show Details of Faculty with in the Institute.

   (1) **Add Faculty Button** – Use this to add new faculty to the database
   (2) **Relieve Faculty Button** – Use this to Relieve faculty from Your Institute

Photographer shall be of the Teaching Faculty whose details are being submitted. Otherwise that name will not be considered
Add NEW Faculty Details
Click On Add Faculty Button shown on Screen (B) At (1)

Three steps to fill the Faculty FORM

Step First
Attach the passport size picture of faculty (jpg, gif format ONLY) of approx 700 kb size. And fill the PAN Card or Voter ID or Passport Number of the faculty and press Next Step button
Step Second
Add All the details about the faulty and press NEXT STEP button for final step

Add Faculty Details - Step 2

Joining Date: 31/10/2002
Date of Birth: 31/11/1978
Gender: Male
Name: Faculty Name
Designation: Lecturer
Previous Institute: Name of Previous Institute
Name of the Parent Registration State Nursing Council: 123456
RN&RM Number: 123456

Choose Faculty’s Qualification:

- [ ] M.A
- [ ] M.B.Sc
- [ ] M.Phil
- [ ] B.A
- [ ] B.B.Sc
- [ ] B.Sc
- [ ] M.A./M.Sc

Any Other Please Specify:
Step Third
Add all the details about the faulty and press Finish button to complete

<table>
<thead>
<tr>
<th>Programs Name</th>
<th>Institute Name</th>
<th>Year of Passing</th>
<th>Board/University</th>
<th>Clinical Exp.</th>
<th>Teaching Exp.</th>
</tr>
</thead>
<tbody>
<tr>
<td>GNM</td>
<td>Delhi Nursing</td>
<td>1998</td>
<td>Dnc</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Any Additional Qualification or Experience:

P.B.B.Sc

Nursing Programs Faculty Going to Teach are:

- [ ] All Programs
  - [ ] ANM
  - [ ] P.B.B.Sc
- [ ] GNM
- [ ] M.Sc
- [ ] B.Sc
- [ ] M. Phil

**Post Basic diploma Programmes:**

- [ ] DNE and A/PHN
- [ ] Neuro Nsg.
- [ ] Psy. Nsg.
- [ ] Oncology Nursing
- [ ] Neonatal Nsg.
- [ ] OR Nsg.
- [ ] Nsg. Education
- [ ] Critical Care
- [ ] Ortho and Rehabilitation
- [ ] Midwifery
- [ ] Cardio Nsg.
- [ ] Paed. Nsg.
- [ ] Emergency and Disaster
- [ ] Geriatric Nsg.

Finish
Choose Criteria for Search by choosing appropriate Radio Button As shown in ABOVE picture. After choosing appropriate Criteria, page will automatically show the corresponding option. Like shown in below Picture.

Type the required keywords in the above shown field and choose the Program (Optional) or / and State (Optional) and press Search Button for results.

Following Search Option are available.

- By Institute Name – Show Faculty in the searched Institute name
- By Faculty Name - Show Faculty by the searched name
- By School code – Show Faculty by Searched School Code
- By PSRC code – Show Faculty by Searched Parent State Nursing Council i.e where Registered First Time
- By RNRM code – Show Faculty by Searched RNRM Code
- By Fee Code – Show Faculty by Searched Fee Code

How to Search Faculty Database Without Login

Click “Search Faculty” Button
Choose the Correct Criteria for Search: For Example: Institute Name

Required Options will be shown automatically once the Criteria is selected.

For Example: Institute Name. Write the Appropriate details in the Field and choose the Program and State (Optional) and then press Search Button.

Search Result will be displayed in the following format.
<table>
<thead>
<tr>
<th>Program Teaching</th>
<th>Name / Institute Name / Designation</th>
<th>Qualification / Board</th>
<th>RNRM</th>
<th>PSNRC</th>
</tr>
</thead>
<tbody>
<tr>
<td>GNM, MSc,</td>
<td>Visod Gusta Arunachal Pradesh (Professor)</td>
<td>ksjkaksjkkas</td>
<td>1217027</td>
<td>12913279217</td>
</tr>
<tr>
<td>GNM, BSc,</td>
<td>Babu Arunachal Pradesh (Head of Department)</td>
<td>aishoaashto</td>
<td>092091202921</td>
<td>2110921926</td>
</tr>
<tr>
<td>GNM, BSc,</td>
<td>Bablu Guru Arunachal Pradesh (ReaderSeniorLecturer)</td>
<td>aikshkasnak</td>
<td>271271091</td>
<td>172917291</td>
</tr>
<tr>
<td>GNM,</td>
<td>newteac Arunachal Pradesh (ReaderSeniorLecturer)</td>
<td>Delhi College of Nursing</td>
<td>1020126</td>
<td>1092031</td>
</tr>
</tbody>
</table>

For More Information Please Mail to as@indiannursingcouncil.org

All The details shown in above picture are for testing Purpose. And Form design and look can change with regards of ongoing updations.
To,

Principal
All Nursing Institutions

Sub: - Resolution for Bond – reg.

Sir/Madam,

It has come to the notice of Indian Nursing Council that some nursing institutions are resorting to the practice of obtaining Service Bonds from students who have completed their respective course studies to work in their own affiliated Hospitals as Staff Nurse. This leads to the students to work as Staff Nurses in affiliated Hospitals against their own free will on the threat of retaining and not returning their original certificates.

The issue has been taken up by the Council and the matter considered in detail. After detailed deliberations the Indian Nursing Council has resolved that henceforth such unethical practice of taking Service Bonds from students and forcefully retaining their Original Certificates should be stopped immediately.

It has also been decided that if any such unethical practice of obtaining Service Bonds/forcibly retaining the original certificates of students comes to the notice of the Indian Nursing Council, and then in that event the Council would be forced to take a penal action against such erring nursing educational institution.

All concerned should take note of the above decision and take remedial action to stop this unethical practice.

Yours faithfully

[Signature]

[K.S.BHARATI]
JOINT SECRETARY